

GENERAL McLANE SCHOOL DISTRICT
Board of Education
Regular Monthly Meeting
March 18, 2015

The Regular Monthly Meeting of the General McLane School District Board of Education convened in session in the Dr. Therese T. Walter Education Center on Wednesday, March 18, 2015 beginning at 6:30 p.m.

ROLL CALL

Members in attendance were Mr. Bucksbee, Dr. Dobrzynski, Mrs. Crow, Mrs. Eisert, Mrs. Gould, Mrs. Greenleaf, Dr. Rilling, Dr. Sablo and Dr. Wise. Administration present were Mr. Scaletta, Mr. Mennow, Mr. Hansen, Mr. Getz, Mr. White, Mr. Fox and Ms. Orbanek. Also present was the Board Solicitor, Jim McDonald and one visitor.

PLEDGE OF ALLEGIANCE

Mrs. Crow led all those present in the Pledge of Allegiance.

RECOGNITION OF VISITORS FOR BOARD RELATED MATTERS

Mrs. Crow offered the podium to the visitors. Hearing no response, she continued with the meeting.

COMMUNICATIONS

There were no communications.

PRESENTATION

McKean Elementary's Scott Hutchison & James Pete presented on ST Math.

BOARD MINUTES APPROVED

The Directors were presented with copies of the following minutes: Regular Monthly Study Session of February 11, 2015 and the Regular Monthly Meeting of February 18, 2015.

Motion: Mr. Bucksbee moved that the minutes of the Study Session of February 11, 2015 and the minutes of the Regular Monthly Meeting of February 18, 2015 be approved as presented. Motion seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

SUPERINTENDEN'S REPORT

Mr. Scaletta presented the Board with the "Superintendent's Report" as of March 18, 2015. A copy of the "Superintendent's Report" is on file in the Secretary's office.

FINANCIAL REPORTS

The Directors were presented with a copy of the Treasurer's Report as of February 28, 2015 indicating the following balances:

Cash and Investments - Beginning of Period	\$15,263,396.61
Cash Receipts	1,904,464.52
Disbursements	<u>-2,109,409.17</u>
Cash and Investments - End of Period	\$15,058,451.96

The Directors were presented with a listing of Accounts Payable as of March 12, 2015 totaling \$159,359.80. A copy of the listing is attached hereto and becomes part of the official records of the Board.

Motion: Dr. Wise recommended that the Treasurer's Report of February 28, 2015 and the Accounts Payable as of March 12, 2015 be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

OTHER REPORTS

The Directors were presented with copies of the following: the Cafeteria Report, the High School Activity Report, Capital Reserve Fund and the Employee Benefit Trust Report, all as of February 28, 2015. These reports are referenced as FR #2, 4, 5, 6, 7, 8 and 9 respectively. Copies of these reports are on file in the Secretary's office for audit purposes.

EXECUTIVE SESSION

The Board entered an executive session at 7:16 p.m. to discuss personnel issues. They came out of an executive session at 7:29 p.m.

POLICY & FINANCE COMMITTEE MATTERS

PROPOSED PRELIMINARY OPERATING BUDGET APPROVED

Consideration of Approval of the Proposed Preliminary 2015-2016 Operating Budget as Presented in the Amount of \$32,956,686 was requested. The preliminary budget includes a projected use of fund balance of \$875,082. The Board and District Administration will continue to review and revise the budget until June 30, 2015. The Superintendent's Letter of Transmittal was previously submitted to the Directors.

Motion: Mrs. Greenleaf recommended that the preliminary 2015-2016 Operating Budget, as listed above, be approved as presented. Seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes."

IU BUDGET APPROVED

Consideration of Approval of Adoption of Budget Resolution for Northwest Tri-County Intermediate Unit for School Year 2015-2016 was requested. The Directors were presented with a copy of the proposed budget at the March 11, 2015 Study Session. The district's share of the proposed Northwest Tri-County Intermediate Unit's Budget is estimated to be approximately \$496,000 for special education consortium services, contracted transportation services, school improvement services, cyber school services and other miscellaneous expenditures as reflected in the district's Proposed Final 2015-2016 Operating Budget.

Motion: Mrs. Greenleaf recommended that the 2015-2016 IU Budget as listed above, be approved as presented. Seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes."

SALE OF PROPERTY APPROVED

Consideration of Approval of the Sale of Property from the Erie County Repository was requested. Information has been received from the Tax Claim Bureau that an offer to purchase the property commonly known as and identified in the assessment records of Erie County as Index 45-031-047.3-001.41 – 87 Penn Dr Lot G15. This offer was made by Joseph Dorn who is willing to purchase that parcel for the sum of \$250.00.

Motion: Mrs. Greenleaf recommended that the sale of property, as listed above, be approved as presented. Seconded by Mr. Bucksbee.

Action: Motion approved with all "ayes."

NOTE PURCHASE AGREEMENT AMENDMENT APPROVED

Consideration for Approval of the Washington Township Note Purchase Agreement Amendment was requested. Washington Township and the General McLane School District entered into a Note Purchase Agreement on June 18, 2013 for financing of the Route 99 Sewer Line Extension. An Amendment to Note Purchase Agreement is requested to convert the April 1, 2015 payment to interest only and the first principal and interest payment to commence on July 1, 2015. This extension is reflective of the extension offered to township residents by Washington Township who were unable to connect due to weather and construction delays. Copies of the Amendment were provided to the Committee of the Whole.

Motion: Mrs. Greenleaf recommended that the Note Purchase Agreement as listed above, be approved as presented. Seconded by Mr. Bucksee.

Action: Motion approved with all "ayes."

INSTRUCTION AND CO-CURRICULAR COMMITTEE MATTERS

SUBSTITUTE APPROVED

Consideration of Recommendation for Substitute Teacher List 2014-2015 School Year was requested. The following individuals are recommended for the Substitute Teacher List. Act 34 and Act 151 clearances are on file.

Eric Cropek Grades Prek-4
Per diem for 2014-2015 is \$82.00/day and \$41.00/half-day.

Motion: Dr. Rilling recommended that the substitute, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

VOLUNTEER ASSISTANTS APPROVED

Consideration of Approval of Volunteer Assistants was requested. Mr. Francisco Perez has volunteered to assist with the Baseball program. Mr. Mike Clark has volunteered to assist with the Softball program. All necessary clearances are on file.

Motion: Dr. Rilling recommended that the volunteer assistants, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

INTERNSHIP APPROVED

Consideration of Approval of Internship was requested. Ms. Nichole Rochon has requested to complete her internship (Psychology) throughout the remainder of the school year. This internship is a requirement of Mercyhurst University's Psychology Program. Ms. Hardy has agreed to serve as a supervisor of this experience. Act 34, Act 114 and Act 151 clearances are on file.

Motion: Dr. Rilling recommended that the internship, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

RETIREMENT APPROVED

Consideration for Approval of Retirement was requested. Margaret Corsale has submitted a letter of retirement from her position as the Response to Intervention facilitator at Edinboro Elementary at the end of the 2014-2015 school year. Ms. Corsale will have 15.60 years of service within the District.

Motion: Dr. Rilling recommended that the retirement, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

UNIFIED TRACK AND FIELD PROGRAM APPROVED

Consideration of Approval for high school to participate in the Unified Track and Field program sponsored by Special Olympics was requested. The program includes disabled and non-disabled students competing in appropriate events between schools. Special Olympics will provide equipment, uniforms and coaching stipend. Coaches will be paid directly from Special Olympics. District will only be responsible for transportation costs to meets. Continuation of this program is contingent upon continued funding.

Motion: Dr. Rilling recommended that the unified track and field program, as listed above, be approved as presented. Seconded by Mrs. Greenleaf.

Action: Motion approved with all "ayes."

BUILDINGS, GROUNDS & TRANSPORTATION

RESIGNATION RATIFIED

Consideration of Approval of Ratification of Resignation- Non-Instructional Employee was requested. Michelle Jukes has submitted her letter of resignation as a Housekeeper effective February 3, 2015 with 1 year of service.

Motion: Dr. Sablo recommended that the retirement, as listed above, be ratified and approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

RESIGNATIONS APPROVED

Consideration of Approval of Resignations-Non-Instructional Employee was requested. Mark Bitters has submitted his letter of resignation as a Custodian effective March 20, 2015 with 1 year of service. Lacey Tomasik has submitted her letter of resignation as a Bus Driver effective June 4, 2015 with 2 years of service.

Motion: Dr. Sablo recommended that the resignations, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

TRANSFERS GRANTED

Consideration of Approval of Transfer- Non-Instructional Employee was requested. Steven Nath has requested a transfer from a Housekeeper (Full-Time Hourly Support Staff) at Edinboro Elementary School/James W. Parker Middle School to a Housekeeper (Full-Time Hourly Support Staff) at James W. Parker Middle School. Johnna Tshudy has request to transfer into the open Registrar/Administrative Assistant for Data Services – Full-Time Salary Support Staff effective April

27, 2015. Salary will be \$36,200. Wages and benefits will be that approved for the 2014-2015 school year. Current Act 34, 114 and 151 clearances are on file.

Motion: Dr. Sablo recommended that the transfers, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

HIRING APPROVED

Consideration of Approval of Recommendations for Hiring, Substitute Non-Instructional Employees was requested. Michelle Jukes was recommended as a substitute employee. Current Act 34, 114, 151 clearances and Act 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. Leanne Greene and Sarah Foulkrod were recommended as a substitute employees pending Act 168 Sexual Misconduct/Abuse Disclosure Employer Verification. Current Act 34, 114 and 151 clearances are on file. Wages will be in accordance with the wages and benefits approved for school year 2014-2015. Substitute employees do not receive paid benefits nor do they acquire any prior claim to or priority interest in any full time openings that may occur.

Motion: Dr. Sablo recommended that the hiring, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

FMLA RATIFIED

Consideration of Approval of Ratification of FMLA Leave Request – Non-Instructional Employee was requested. A request was received from Steven Nath for and FMLA leave effective February 17-21, 2015. As per Policy 535, FMLA leaves shall be deemed a concurrent leave to any other leave to which he/she is entitled.

Motion: Dr. Sablo recommended that the FMLA, as listed above, be ratified as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

UNPAID LEAVE RATIFIED

Consideration of Approval of Ratification of Unpaid Leave of Absence Request was requested. A request was received from Cheryl Bigler for an unpaid leave of absence effective March 4 – 9, 2015. This request is consistent with Policy 336 (Personal Necessity Leave) and 339 (Uncompensated Leave).

Motion: Dr. Sablo recommended that the unpaid leave, as listed above, be ratified and approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

FACILITY APPROVED

Consideration of Approval of Use of School Property Request – Board Consideration was requested. Ragin' Raisins Wrestling Club by Ryan Cook; High School Adaptive Gym, upstairs restrooms and boys PE locker room; Sundays, March 29 – June 14, 2015; 1:00 p.m. – 5:00 p.m.; Wrestling Practice. Fees will be as follows:

- 1.) Gym - \$30.00/day
- 2.) Locker Room - \$10.00/day
- 3.) Custodial - \$20/hour

Motion: Dr. Sablo recommended that the facility request, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

FACILITY APPROVED

Consideration of Approval of Use of School Property Request – Board Consideration was requested. Culbertson Hills Golf Resort by Paul Jones; High School Kitchen, flatware and tableware; Rental and custodial fees will be waived. Dates and times as follows:

- 1.) March 20, 2015 – 2:00 p.m.-12:00 a.m.
- 2.) March 21, 2015 – 12:00 p.m.-12:00 a.m.
- 3.) March 22, 2015 – 10:00 a.m.-10:00 p.m.

Motion: Dr. Sablo recommended that the facility request, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

HIRING APPROVED

Recommendations for Hiring - Non-Instructional Employee was requested. Johnna Tshudy is recommended as the Registrar/Administrative Assistant for Data Services – Full-Time Salary Support Staff effective April 27, 2015. Salary will be \$36,200. Current Act 34, 114 and 151 clearances and Act 168 Sexual Misconduct/Abuse Disclosure Employer Verification are on file. Benefits will be that approved for school year 2014-2015.

Motion: Dr. Sablo recommended that the hiring, as listed above, be approved as presented. Seconded by Dr. Wise.

Action: Motion approved with all "ayes."

INTERMEDIATE UNIT REPORT

No report was given.

VO-TECH REPORT

Mr. Bucksbee reported that the Vo-Tech was looking for a new venue to host their Awards Ceremony, which is in May.

LEGISLATIVE REPORT

No report was given.

GENERAL MCLANE FOUNDATION REPORT

Mrs. Crow reported on the golf outing and an update on the ECGRA challenge.

OTHER BUSINESS

Mrs. Crow reminded the Board of the deadline for the Ethics Form.

The Board had a lengthy discussion on the iPad initiative at the High School.

Mr. Fox provided the Board with an updated on the storm water easement.

RECOGNITION OF VISITORS FOR SCHOOL RELATED MATTERS

Mrs. Crow offered the podium to the visitors. Hearing no response, she continued with the meeting.

ADJOURNMENT

Mrs. Crow asked if there was any further business to be presented for consideration and, hearing no response, adjourned the meeting at 8:46 p.m.

Marissa A. Orbanek, Board Secretary